

## **CONSOLIDATED INFORMATION TECHNOLOGY SERVICES TASK ASSIGNMENT (TA)**

1. **TITLE:** (D215) E2 SHOP SYSTEM SOFTWARE SUPPORT FOR LaRC FABRICATION TECHNOLOGY (FT)

<b>TA No:</b>	133-Rev3		
<b>Task Area Monitor:</b>		<b>Alternate Task Area Monitor:</b>	None
<b>NASA POC:</b>	None	<b>Software Control Class:</b>	Low Control
<b>Type of Task:</b>	Recurring Task		

### **2. BACKGROUND**

The Fabrication Technology (FT) area provides advanced product and process development for fabrication technologies in metals, electronics, and composites applications in support of the Center's engineering and research organizations during the design, fabrication, and testing of research models and instruments, flight and related ground support hardware, facility components, and laboratory test apparatus. It administers contracts of major scope for services and tasks relative to the Center's research manufacturing requirements. Manufacturing standards and quality assurance procedures are established and implemented in accordance with Langley's Safety, Reliability, and Quality Assurance Program. In addition, FT determines requirements and initiates procurement of advanced manufacturing equipment and directs the development of fabrication processes applicable to unique materials and applications. FT also formulates, establishes, and maintains a direct charge system for fabrication support. Due to the nature of this work, FT has been faced with several major project management challenges including: limited resources, shifting priorities, and the complexity of managing numerous projects across several branches. As a result, FT has decided to implement E2 Shop System Software across the entire FT organization in the hopes that it would help to solve some of these issues. E2 offers a great deal of opportunity in helping FT to manage the high level of uncertainty in the model design/fabrication process. This software offers FT the opportunity to analyze and assess resource conflicts. E2, through its reporting and analysis capabilities, offers the opportunity to forecast possible problems throughout all stages of a project so that solutions can be identified and implemented before a project would be adversely impacted.

### **3. OBJECTIVE**

The primary objective of this task is to provide the specialized support necessary to fully utilize E2 Shop System Software. The E2 Software Support Professional will work to achieve the following objectives:

- Capture and document resource utilization and work flow
- Ensure the ideal resource levels are established at the beginning of a job and maintained throughout the life of a project
- Ensure that the development team and customer will know how a project is progressing and when it will be finished
- Analyze resource utilization and report trends to FT Management
- Use Earned Value (EV) techniques to monitor schedule and cost
- Provide risk identification and assessment

#### **4. GENERAL IT SUPPORT SERVICES**

**Services Specified Through Exhibit A:**

N/A

##### **General IT Support Services Performance Metrics**

Performance Standard: Assigned activities are accomplished satisfactorily and within the pre-determined schedule.

##### Performance Metrics:

Exceeds: All assigned activities are accomplished satisfactorily on or ahead of the pre-determined schedule. Suggestions are made and acted on that lead to advancements towards the goals of the projects.

Meets: Any deficiencies or slippage in one or more activities are offset by improvements or gains in other activities.

Fails: Deficiencies or slippage in assigned activities have had a detrimental effect on the objectives of the project.

#### **5. SYSTEM AND APPLICATION DEVELOPMENT SERVICES**

None required.

#### **6. WORK-AREA SPECIFIC SERVICES**

None required.

#### **7. Exhibit A**

None required.

#### **8. SPECIAL SECURITY REQUIREMENTS**

None required.

#### **9. SOFTWARE ENGINEERING PROCESS REQUIREMENTS**

Software engineering tools shall be used to ensure the task is on track and within budget. The customer shall be notified if any cost or schedule slip is expected.

#### **10. JOINT REVIEW SCHEDULE**

The FT POC and the contractor shall have periodic meetings to review work progress.

#### **11. PERIOD OF PERFORMANCE**

This TA is effective from 09/01/06 to 04/27/10

## **12. TECHNICAL PERFORMANCE RATING**

In evaluating Technical Performance, quality and timeliness shall be rated as follows:

Quality: 80%    Timeliness: 20%

## **13. RESPONSE REQUIREMENTS**

This Task Plan shall address the contractor's specific work plans, associated estimated labor hours, cost and schedule.

## **14. GOVERNMENT ESTIMATED COST**

## **15. FUNDING INFORMATION**

Funding last submitted on 09/03/2009.

## **16. MILESTONES**

None required.

## **17. DELIVERABLES**

<b>Number</b>	<b>Deliverable Item</b>	<b>Deliverable Schedule</b>
1	Weekly design and fabrication models status report.	Delivered each Monday (prior to the models issues meeting).
2	E2 Shop System software reporting such as: cost vs. schedule reports, resource utilization reports, and risk assessment reports.	Delivered as requested.

## **18. FILE ATTACHMENTS**

None.